

St. Luke Pastoral Council
Minutes of the meeting on July 17, 2006

Members/Staff present: - Dcn. Paul Lucia, Al Huber, Gail Castro, John Sanchez, Kevin Lucia, Peg Culver, Sandra Patron and Ngoc Anh Northrup.

Absent: Fr. Jack, George Arackaparambil, JoAnn Kozloski

Parishioner present: Sally Lucia

- Following handouts were distributed by Al
 - o Minutes of the last meeting on June 19, 2006
 - o Agenda for current meeting
- Meeting began with Opening Prayer by Peg.
- Minutes for June were approved with no corrections.

- Updates on various committees were provided as below:
 - o **Finance (update from Gail)**
 - Annual Appeal has 34% more to go; still need \$17K.
 - Year end finance ended in the black and is doing well. Next year's budget will be started.

 - o **Buildings & Grounds (update from Al)**
 - The refrigerator is leaking Freon. Dcn. Paul called the repair person.
 - Pew sprinkler heads were installed.
 - PG&E bill was 50% higher than last month. It may be due to the hot weather.

 - o **Catholic Formation (update from Kevin)**
 - Resumed Faith Formation tomorrow night due to 2 weeks off. Will show video on Eucharistic Miracles in the US.
 - Marian Eucharistic Conference at the Crowne Plaza on July 4th weekend had about 20 parishioners.
 - August 15th will be the Feast of Assumption at 7:30pm, follow with Faith Formation.
 - Bible Study will start in the fall. Will meet with Nativity to learn how to run the bible study.

 - o **Liturgy (update by Dcn. Paul)**
 - With Fr. Jack out sick and Fr. Jonathan out on vacation in the Philippines, we will be using different priests this month. Fr. Frank is already scheduled to do daily Mass and confession when Fr. Jonathan is out and he can take Fr. Jack's spots for Mass.
 - Liturgy committee will meet next Monday.
 - Fr. Faricy will be here August 4 for the 7:30 PM Healing Mass. He will be here again on November 3.

 - o **Parish Life (update from JoAnn)**
 - Theatre Party – we can sell all the tickets and all the profits will go to St. Luke. A November play “Big” is a good one since it can be for the whole family. The theatre can hold 175 people. We need to pay \$1000 to the theatre. We can have dinner in the lobby. Gail and Ruth will head the party.
 - Youth Group raised \$900 from the car wash and did well with the pancake breakfast.

○ **Public Affairs (update from Peg)**

- 4th of July Festival
 - Peg handed out a summary of the expenses. We sold 20 pictures and got \$560 for them. With our total expense at \$214.96, we profited \$345.04.
 - It was a good parish outreach to make St Luke known to the community.
 - Half a box of flyers was used. We will use the rest at the church.
 - Dcn. Paul had a couple of people asking questions regarding baptism and annulment.
 - Banner was good.
 - Need to decide to do it again next year or not.
 - If we do it again for next year's, we need to consider the following:
 - publicize in the bulletin before the event.
 - rent a booth with can help with the display. Cost might be \$125 for space and booth.
 - use weights on flyers and bulletins due to wind.
 - have a better layout so people can see flyers and bulletins. When the table was moved to the front, people were able to see the bulletins.
 - do a food booth of cookies and ice cream for \$140.
- Legion of Mary Book Fair (update from Sally)
 - We gave out all of our 70 rosaries and 72 scapulars. We also handed out booklets, holy cards, crosses, metals, chains and children coloring books.
 - We signed up 2 new members.
 - We would like to do the fair twice a year. Maybe during the Feast of Mt. Carmel and Ministry Fair (Oct 28 & 29).

○ **Social Justice (update from John)**

- Elections in November will have the parental notice for abortion.
- Bioethic and researchers are doing talks in the fall at the Archdiocese.

- **Update on Old Business**

- Action Item List
 - Went through list.

- **Update on New Business**

- Parish picnic on Thursday, August 31.
- Three council members will be cycling off: Al, John and George.

- **Update on Donut Duty List**

- Donut duty sign up sheet was circulated and filled for August & September.

- **Assignments for next time** -

- Next meeting on September 10th for parish council and retreat from 12-4pm.
- Fr. Jack will lead opening/closing prayers at next meeting. If Fr. Jack cannot make it, Fr. Jonathon will.

- Meeting was concluded with a closing prayer by Peg at 9:00 PM.

(Minutes prepared by: Ngoc Anh Northrup)

Action Items

	Action Items	Date Initiated	Description	Status	Contact
1	Parish Directory	3/05	Directory of parish with pictures	The 2 nd photo shoot was missing in the directory. We had to send back all to get reprinted. Expect new ones to be back and distributed by end of August.	Dcn Paul
2	Church Ventilation	9/18/05	Determine ways to ventilate and cool church	Awaiting Dcn Mar	Dcn Mar
3	Speaker Series	10/17/05	Having speakers for discussions after Mass	Open item	TBD
4	Roof Leak	1/23/06	Classroom 3 roof has a leak.	Roof was partially fixed but needs a larger area to be retarred. This will be done as part of Labor of Love	Anthony Northrup
5	Parish Library	1/23/06	Need a portable shelf to hold books and video for lending. Need personnel to man shelf or determine a way to maintain library.	Open item	Peg
6	High Speed Internet (Earthlink DSL)	2/27/06	Faster access to internet for office computers	In Progress	Al
7	Audio System	3/20/06	Audio wires needed for the speakers in community area.	Need to check what is needed to make the speakers work. Part of Labor of Love.	Anthony Northrup
8	Outside Lights	3/20/06	2 outside parking lot lights need to be replaced	Awaiting for more lights to burn or daylight saving	Al
9	Bob Welsh	3/20/06	Bring in Bob Welsh as a potential speaker of his presentation on Capital Punishment and of his conversion after he met Tim McVeigh	Open item	JoAnn

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10	Labor of Love	3/20/06	Get parishioners involve to help repair and beautify the church	In Progress <ul style="list-style-type: none"> - 37 people signed up (2 electricians, a general contractor, and someone who is “eager and willing”). - Need more tasks. Have 20 so far. - Buying materials upfront. Will go to Home Depot or OSH to ask for donation or discounts. - 2 people will be making sandwiches. - Announcement this weekend and sign ups. 	Anthony Northrup
11	Bulletin Board Replacement	3/20/06	Bulletin board outside back entrance is degrading and needs to be replaced	Inspection of board showed that the aluminum and glass are OK but the menu board is a bit water stain.	JoAnn
12	Visibility to Foster City	4/17/06	More visibility to St Luke through the Foster City Wine and Art Festival or 4 th of July Festival	Follow-up in Jan 2007	Peg
13	Website Event Calendar	4/17/06	Add a calendar on the website to see more details and upcoming events.	Calendar is up on the website. It needs to be updated and maintained with Sue.	Al
14	Parish Council Membership	5/15/06	Need to fill council opening	John Bernat is interested and Eulalia Gin is a possible.	All
15	Office Computer Network	6/19/06	Connect parish office computers to a network	Only Fr. Jack’s computer is connected. The other computers will be done in August.	Al
16	Hillbarn Theatre	6/19/06	Sponsor a play and have Hillbarn donate a portion of the proceeds	Potential play in Nov: “Big”. 175 tickets can be sold. \$1000 to theatre and rest to St Luke. Meal in lobby.	Gail/Ruth
17	Legion of Mary Book Fair	7/17/06	Book fair 2x a year	Book fair during feast of Mt. Carmel and Ministry Fair in Oct 28 & 29.	Sally